

ALEXANDRIA TOWNSHIP COMMITTEE MEETING
January 2, 2013 MINUTES

This meeting was advertised in the Hunterdon County Democrat, and notice posted in the Alexandria Township Municipal Offices and the Alexandria Township Website (www.alexandria-nj.us), as required by the Open Public Meetings Act. The meeting was called to order at 7:36 PM.

ROLL CALL: Committeeman Swift, Committeeman Abraham, Mayor Plumer and Attorney Kimson were present.

GUEST: Station Commander Lt. Kasey Dienes of the NJ State Police

Update on the recent burglaries: The State Police caught 2 suspects thus solving 80% of the current burglary problems. He will be issuing his monthly report to the Township Clerk to post on the Township website. The County Prosecutor is starting a County Crime Stoppers Program and school safety protocol within the next couple of months and Lt. Dienes will keep the Township informed of the progress.

COMMITTEE REPORTS:

Each Committee Chairman should contact the Clerk's office after their Re-Organization meetings to report new officers and discuss annual mailing. The Clerk or the Deputy Clerk will be available at the beginning of your Re-Org meetings to swear in new members.

- ENVIRONMENTAL COMMISSION REPORT: Second Alternate Position is Open
- FARMLAND/OPEN SPACE: Welcome new member, Fran Daly

Yelencsics Farmland Preservation discussion -future road widening as it pertains to the right away. Eng. Runge is working with SADC and Atty. Kimson to ensure the right of way is correct

- PARK & RECREATION REPORT:

Park Barn Discussion – Park barn is currently shut down by Statewide's Risk Management for the roof deficit in the berthing area. Informal quote of \$87,000 to re-roof, verses estimated \$20,000 quote from DPW to demolish that section. The Committee is more inclined to demolish. DPW's Glenn Griffith will put together plan for the Committee, Eng. Runge will sign off and it will then be presented to Risk Mgmt. before the demolition begins.

Discussed auction of wood and tack equipment stored in the designated area for demolition. Resolution will be prepared by Atty. Kimson

Electrical wiring as noted in the Risk Management report– Electrician Frank Hahola, (Mt. Salem Electric) will evaluate to correct. The Park and Rec Commission have been asked to prepare a long term plan for the Barn to present to the Committee.

- HISTORIC PRESERVATION COMMISSION: No one from the Commission was present
- ROAD CHAIRMAN'S REPORT: Road Chairman Abraham read report from DPW's Glenn Griffith. The report will be posted on the Township bulletin board for public review. Mr. Schick presented pictures of Schoolhouse Rd. which showed how the snow

drifting problem has been corrected on Schoolhouse by the work performed this summer by the DPW.

OLD BUSINESS:

- **Resolution 2013-001** Award of Bid for Park /Farm Lease

Comm. Swift made a motion, seconded by Comm. Abraham to approve Resolution 2013-001. **Roll Call:** Comm. Swift, yes; Comm. Abraham, yes and Mayor Plumer, yes.

**RESOLUTION 2013-001 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY TO AWARD BID TO LEASE DESIGNATED PORTIONS OF
TOWNSHIP PROPERTY KNOWN AS ALEXANDRIA PARK**

WHEREAS, the Township of ALEXANDRIA (“Township”) is the owner of certain property that is shown as The Alexandria Township Park, located at 242 Little York-Mount Pleasant Road, Milford, New Jersey 08848; and

WHEREAS, the Township desires to lease a certain portion of the Township Park to be farmed for the planting and harvesting of wheat and orchard grass, identified as approximately seventeen (17) acres as the shaded area of the attached Exhibit “A” and approximately ten (10) acres noted thereon as “areas A and B” , collectively known as the “Leased Premises” ; and

WHEREAS, N.J.S.A. 40A:12-14 authorizes a municipal corporation to lease to any private person real property owned by said municipal corporation and not needed for a public use; and

WHEREAS, N.J.S.A. 40A:12-14 requires that a lease by a municipal corporation to a private person, except for a lease to a private person for a public purpose, be made to the highest bidder by open public bidding at auction or by submission of sealed bids; and

WHEREAS, the Township advertised the bid, received one sealed bid from John J. Lauber, conducted a public auction on the date so specified, and desires to award the Lease to John J. Lauber, 34 Gallmeier Road, Frenchtown New Jersey.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Alexandria on this 2nd day of January, 2013 as follows:

1. The Township awards the Lease to John J. Lauber, 34 Gallmeier Road, Frenchtown, N.J. 08825 (“successful bidder”) for the sum of \$35.00 per acre.

2. The following minimum terms and conditions shall apply to the above-referenced lease:

A. The use of the Leased Premises during the term of the lease shall be restricted to the following:

i. During the term of this Lease, the Farmer will actively use the Leased Premises for agricultural purposes as defined by the New Jersey Farmland Assessment Act and as further set forth in the Right to Farm Act, N.J.S.A. 4:1C-1 et seq., and the Agricultural Retention and Development Act, N.J.S.A. 4:1C-11 et seq., except that any such agricultural activities will be further limited to the planting and harvesting of wheat and orchard grass only.

ii. When farming the Leased Premises, Farmer will comply with the Best Management Practices recommended by the Rutgers Cooperative Extension.

B. The lessee shall not assign the lease or sublet the Leased Premises or any portion thereof.

C. The terms and conditions of the Lease, and the Lease Agreement, and area of Lease

are attached to the Bid documents.

3. The successful bidder will be required to enter into the Lease Agreement and tender half of the annual rental amount within ten (10) business days of the date on which he or she is notified of the award. A copy of said Lease Agreement will be included in the Bidding Materials.

4. The Mayor, Clerk and other appropriate Township staff and officials are hereby authorized to undertake any and all acts and execute any and all documents as may be necessary and proper to effectuate the terms hereof.

NEW BUSINESS:

- Schedule additional Township Committee meetings for:
January 8th - Attorney Interviews
January 16th - First Budget Work session
January 21st - Technical Assistant and Municipal Clerk interviews
January 30th - Second Budget Work session.

All meetings will start at 6:00 PM and all will be held at the Municipal Office.

- **Accept Resignation**

Comm. Abraham accepted with regret, seconded by Comm. Swift the resignation of the Township Clerk, Cathy Reese, effective January 14, 2013. All were in favor. The Deputy Clerk will fill in until the position is filled. An “exit interview” will be scheduled.

- **Resolution 2013-018 Contracts for Planner**

Comm. Swift made a motion, seconded by Comm. Abraham to approve Resolution 2013-018 *with the discussed language change*. **Roll Call:** Comm. Swift, yes; Comm. Abraham, yes and Mayor Plumer, yes.

RESOLUTION 2013-018 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY APPOINTING THE TOWNSHIP PLANNER FOR THE TOWNSHIP OF ALEXANDRIA

WHEREAS, there exists a need to provide the Township of Alexandria with professional planning services (“professionals”) during the period from January 1, 2013 to December 31, 2013; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this purpose within the Township budget; and

WHEREAS, “professional services” are those “rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training” (NJSA 40A:11-2), and the professional services required by the Township are “professional services” as heretofore defined, and are excepted from the public bidding requirement pursuant to NJSA 40A: 11-5; and

1. Township Professional Planner: David Banisch, P.P. of Banisch Associates Inc., 111 Main Street, Flemington New Jersey 08822

NOW THEREFORE, BE IT RESOLVED by the Township of Alexandria as

follows:

1. That the Township hereby appoints **David Banisch**, P. P., and Banisch Associates, Inc., licensed as a Planning Consultant PP/AICP in the State of New Jersey, as the Planning Consultant for the Township of Alexandria for the period January 1, 2013 through December 31, 2013.
2. That this contract is awarded as a Professional Services contract under the provisions of the Local Public Contracts Law.
3. The Professional shall supply the Township with Federal Affirmative Action Plan Approval or a State Certificate of Employee Information Report within the time period required by NJAC 17:17. The contract shall contain the Mandatory Affirmative Action Language for Professional Service Contracts as required by NJAC 17:27.
4. Each Professional shall comply with the requirements of NJSA 19:44A-20.5 and shall provide a written certification that the Professional has not made a contribution that would bar the award of the contract pursuant to NJSA 19:44A-20.8.
5. A copy of this Resolution shall be published in the official newspaper as required by law within ten (10) days of its passage.

• **Resolution 2013-019 Contract for Engineer**

Comm. Abraham made a motion, seconded by Comm. Swift to approve Resolution 2013-019. **Roll Call:** Comm. Swift, yes; Comm. Abraham, yes and Mayor Plumer, yes.

**RESOLUTION 2013-019 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY APPOINTING THE TOWNSHIP ENGINEER FOR THE TOWNSHIP
OF ALEXANDRIA**

WHEREAS, there exists a need to provide the Township of Alexandria with professional planning services (“professionals”) during the period from January 1, 2013 to December 31, 2013; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this purpose within the Township budget; and

WHEREAS, “professional services” are those “rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training” (NJSA 40A:11-2), and the professional services required by the Township are “professional services” as heretofore defined, and are excepted from the public bidding requirement pursuant to NJSA 40A: 11-5; and

2. Township Professional Engineer: Ralph Runge, P.E., Hatch Mott MacDonald, 53 Frontage Road, Ste. 170, Hampton, NJ 08827.

NOW THEREFORE, BE IT RESOLVED by the Township of Alexandria as follows:

6. That the Township hereby appoints Ralph Runge, P.E and Hatch Mott MacDonald, licensed as a Professional Engineer in the State of New Jersey, as the Township Engineer for the Township of Alexandria for the period January 1, 2013 through December 31, 2013.
7. That this contract is awarded as a Professional Services contract under the provisions of the Local Public Contracts Law.

8. The Professional shall supply the Township with Federal Affirmative Action Plan Approval or a State Certificate of Employee Information Report within the time period required by NJAC 17:17. The contract shall contain the Mandatory Affirmative Action Language for Professional Service Contracts as required by NJAC 17:27.
9. Each Professional shall comply with the requirements of NJSA 19:44A-20.5 and shall provide a written certification that the Professional has not made a contribution that would bar the award of the contract pursuant to NJSA 19:44A-20.8.
10. A copy of this Resolution shall be published in the official newspaper as required by law within ten (10) days of its passage.

- **Resolution 2013-020** Appraisal Contract for B.18/L.47 (Vanguard)

Comm. Abraham made a motion, seconded by Comm. Swift to approve Resolution 2013-020. **Roll Call:** Comm. Swift, yes; Comm. Abraham, yes and Mayor Plumer, yes.

**RESOLUTION 2013-020 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF
HUNTERDON, STATE OF NEW JERSEY AUTHORIZING CONTRACT
FOR APPRAISAL SERVICES FOR BLOCK 18, LOT 47**

WHEREAS, there exists a need for the retention of the following professional services to render professional advice and services to the Township of Alexandria for appraising property for farmland preservation and as otherwise may be directed by the Committee, and pursuant to the provisions of N.J.S.A. 19:44A-20.5:

1. Land Appraiser

WHEREAS, the anticipated term of said contract is one (1) year; and

WHEREAS, the appraiser has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township in the previous one year, and that the contract will prohibit the below named professional from making any reportable contributions through the term of the contract; and

WHEREAS, funds for said contracts are available in the appropriation to the Township of Alexandria, and have been certified by the Local Finance Officer, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection; and

WHEREAS, the Township did solicit Requests for Proposals for the Contract; and

NOW, THEREFORE, BE IT RESOLVED on this 2nd day of January, 2013 by the Alexandria Township Committee, in the County of Hunterdon, State of New Jersey, as follows:

A. The Mayor and Township Clerk of the Township of Alexandria are hereby authorized and directed to execute the professional services agreement with the following professional:

1.R. Mick Schaible, MAI, SCGRE, Vanguard Appraisal Services, 7 Sanford Road, Stockton, NJ 08559 in the sum of \$2,500.00 as the Land Appraiser for the purpose of conducting an appraisal regarding property known as Block 18, Lot 47 in the Township of Alexandria .

B. The contract is awarded without competitive bidding as professional services in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law in regard to the professional's special knowledge as to land appraisal, which knowledge is particularly valuable to the Township.

C. A notice of this action shall be printed once in the official newspaper of the Township of Alexandria.

D. A copy of this Resolution and the professional services contract shall be filed with the Alexandria Township Municipal Clerk, and be available there for public inspection.

- **Resolution 2013-021** Appraisal Contract for B.18/L.47 (Rodriguez)

Comm. Swift made a motion, seconded by Comm. Abraham to approve Resolution 2013-021. **Roll Call:** Comm. Swift, yes; Comm. Abraham, yes and Mayor Plumer, yes.

**RESOLUTION 2013-021 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY AUTHORIZING CONTRACT
FOR APPRAISAL SERVICES FOR BLOCK 18, LOT 47**

WHEREAS, there exists a need for the retention of the following professional services to render professional advice and services to the Township of Alexandria for appraising property for farmland preservation and as otherwise may be directed by the Committee, and pursuant to the provisions of N.J.S.A. 19:44A-20.5:

1. Land Appraiser

WHEREAS, the anticipated term of said contract is one (1) year; and

WHEREAS, the appraiser has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township in the previous one year, and that the contract will prohibit the below named professional from making any reportable contributions through the term of the contract; and

WHEREAS, funds for said contracts are available in the appropriation to the Township of Alexandria, and have been certified by the Local Finance Officer, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection; and

WHEREAS, the Township did solicit Requests for Proposals for the Contract; and

NOW, THEREFORE, BE IT RESOLVED on this 2nd day of January, 2013 by the Alexandria Township Committee, in the County of Hunterdon, State of New Jersey, as follows:

A. The Mayor and Township Clerk of the Township of Alexandria are hereby authorized and directed to execute the professional services agreement with the following professional:

1. Thomas Rodriguez, SCGRE, 74 Lambert Road, Stockton, New Jersey 08559 in the sum of \$2,300.00 as a Land Appraiser for the purpose of conducting an appraisal regarding property known as Block 18, Lot 47 in the Township of Alexandria .

B. The contract is awarded without competitive bidding as professional services in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law in regard to the professional's special knowledge as to land appraisal, which knowledge is particularly valuable to the Township.

C. A notice of this action shall be printed once in the official newspaper of the Township of Alexandria.

D. A copy of this Resolution and the professional services contract shall be filed with the Alexandria Township Municipal Clerk, and be available there for public inspection.

- **Resolution 2013-022 Contract for Interim Attorney**

Comm. Swift made a motion, seconded by Comm. Abraham to approve Resolution 2013-022. **Roll Call:** Comm. Swift, yes; Comm. Abraham, yes and Mayor Plumer, yes.

RESOLUTION 2013-022 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY APPOINTING A MUNICIPAL ATTORNEY

WHEREAS, there exists a need to provide the Township of Alexandria with professional attorney services of a general nature on an interim basis;

WHEREAS, the Chief Financial Officer has certified that funds are available for this purpose within the Township of Alexandria budget; and

WHEREAS, “professional services” are those “rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training” (NJSA 40A:11-2), and the professional services required by the Township are “professional services” as heretofore defined, and are excepted from the public bidding requirement pursuant to NJSA 40A:11-5; and

NOW THEREFORE, BE IT RESOLVED by the Township of Alexandria, Hunterdon County, New Jersey on this 2nd day of January, 2013 as follows:

That the Township of Alexandria hereby appoints Valerie J. Kimson, Esq., who is licensed as an attorney in the State of New Jersey, as the Interim Township Attorney;

That this contract is awarded as a non-fair and open Professional Services contract under the provisions of the Local Public Contracts Law. The contract shall contain the Mandatory Affirmative Action Language for Professional Service Contracts as required by NJAC 17:27.

The Attorney shall comply with the requirements of NJSA 19:44A-20.5 and shall provide a written certification that the Attorney has not made a contribution that would bar the award of the contract pursuant to NJSA 19:44A-20.8.

A copy of this Resolution shall be published in the official newspaper, as required by law within ten (10) days of its passage.

- **Resolution 2013-023 Revision of Resolution 2012-175**

Comm. Swift made a motion, seconded by Comm. Abraham to approve Resolution 2013-023. **Roll Call:** Comm. Swift, yes; Comm. Abraham, yes and Mayor Plumer, yes.

RESOLUTION 2013-023 TO AMEND RESOLUTION 2012-175 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY for APPRAISAL SERVICES

WHEREAS, the Township Committee desires to retain an appraiser for the purpose of preparing a report regarding Block 8, Lot 33 in the Township of Alexandria for tax years 2010, 2011 and 2012 in connection with a pending tax appeal on said property and

WHEREAS, the contract is for professional services and is awarded without competitive bid pursuant to N.J.S.A. 40A:11-5; and

WHEREAS, the Township desires to retain the services of Peter E. Sockler, MAI, Sockler Realty Services Group, Inc., 299 Ward Street, Suite C, Hightstown, New Jersey 08520 for the sum of \$5,000.00 for said services; and

WHEREAS, the Township's Chief Financial officer has certified that funds are available for said services and in said amount, and

WHEREAS, the Township desires to amend Resolution 2012-175 to clarify that the appraisal is for three tax years, and to correct the appraisal fee for the report.

NOW, THEREFORE, BE IT RESOLVED on this 2nd day of January 2013 by the Alexandria Township Committee, in the County of Hunterdon, State of New Jersey, to contract with for an appraisal for Block 8, Lot 33 in the Township of Alexandria in the sum of \$5,000.00 to include 2010, 2011 and 2012.

1. The Mayor and Township Clerk are authorized to execute a contract with Peter E. Sockler, MAI, Sockler Realty Services Group, Inc. and to take all actions necessary to effectuate this Resolution.
2. Notice of Award of this Contract shall be published in compliance with N.J.S.A.40A:11-5(1) (a).

ATTORNEY'S REPORT: Atty. Kimson thanked the Committee and the Residents for allowing her to serve as their Municipal Attorney.

ENGINEER'S REPORT: There were no changes from December's report

APPROVAL OF MINUTES: No Minutes will be ready until Jan. 8th

MOTION TO PAY BILLS: No bills will be ready until Jan. 16th

ANNOUNCEMENTS / CORRESPONDENCE:

- Alexandria TC Budget Work session scheduled for January 16 at 6:00 PM in the Municipal Office Conference Room
- DVRHS will hold their Re-Organization meeting Jan. 7, 2013, 6:30 PM in the DVRHS Library
- DVRHS has scheduled 3 special open public meetings to address their 2013 budget, February 4, 11 and 18 at 7:00 PM in the DVRHS Library. *The Mayor urged residents to attend these meetings as this represents 27% of the Alexandria property tax*
- FEMA Deadline extended to January 30th

COMMENTS FROM THE FLOOR:

COAH project update was requested: Atty. Kimson stated that a second request for approval of the Project has been sent to the DCA. The project cannot move forward without the approval from DCA.

Everittstown Project update was requested; Mayor Plumer responded that the project is moving forward.

Motion to Approve Open Public Meeting Resolution for EXECUTIVE SESSION:

Comm. Abraham made a motion, seconded by Comm. Swift to move to Executive Session. **Roll Call:** Comm. Swift, yes; Comm. Abraham, yes and Mayor Plumer, yes.

Open Public Meetings Act RESOLUTION- Executive Session

WHEREAS, N.J.S.A. 2:4-12, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist:

NOW, THEREFORE, BE IT RESOLVED by the Township of Alexandria, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - _____ A confidential or excluded matter under Federal or State Law or Court Rule.
 - _____ A matter involving information that may impair the Township's rights to receive funds from the United States Government.
 - _____ A matter constituting an unwarranted invasion of an individual's privacy rights.
 - _____ Collective Bargaining Agreement or negotiation of the Agreement.
 - _____ Matters involving the purchase, lease or acquisition of real property with public funds which it could adversely affect the public interest if discussion were disclosed.
 - _____ Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.
 - _____ Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.
 - _____ Matters falling within the attorney-client privilege.
 - ___X___ Personnel matters involving a specific employee or officer of the Township.
 - _____ Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.
3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.
4. The executive session minutes will be placed on file in the township clerk's office, and will be available to the public as provided for by New Jersey law.
5. This Resolution shall take effect immediately .

Comm. Abraham made a motion, seconded by Comm. Swift to return to open session.

Roll Call: Comm. Swift, yes; Comm. Abraham, yes and Mayor Plumer, yes.

MOTION TO ADJOURN:

Comm. Abraham made a motion, seconded by Comm. Swift to adjourn. **Roll Call:**

Comm. Swift, yes; Comm. Abraham, yes and Mayor Plumer, yes. The meeting adjourned at 9:59 PM.

Respectfully submitted,

Cathy Reese, RMC, Township Clerk